

Memorandum

**TO: Envision San José 2040
Task Force**

FROM: Andrew Crabtree

**SUBJECT: September 12, 2011
FINAL TASK FORCE MEETING**

DATE: September 8, 2011

This memorandum provides information to assist you in preparing for the Final Task Force Meeting of the Envision San José 2040 Task Force on September 12, 2011. Links to the referenced documents and other resource materials (e.g., reading materials and correspondence) are posted on the Envision website.

Agenda Item 3 – Responses to Task Force Comments, Updates and Announcements

Staff will provide highlights of key Draft Plan refinements which have been incorporated into the Final Draft Envision Plan #8 in response to Task Force discussion and direction at the August 22, 2011 meeting. Staff will also provide an update on the status of the Draft Program Environmental Impact Report (PEIR) process, and the preparation of the responses to comments received to be available as the Final PEIR (FPEIR) for public review by Friday, September 16, 2011. The FPEIR will be posted on the Planning Division website at:
<http://www.sanjoseca.gov/planning/eir/EIR.asp>

In response to Task Force interest at its last meeting, an initial listing of staff-identified potential “Pipeline Projects” will be provided. Following the Task Force discussion and recommendation, these “Pipeline Projects” would be those projects which could have General Plan conformance found based on the final adopted version of the *Focus on the Future San José 2020* General Plan Land Use/Transportation Diagram (land use designation only) for a period of up to 18 months following the adoption date of the *Envision San José 2040* General Plan, providing that such “Pipeline” applications, including full payment of initial fees, were submitted to the City prior to adoption of the *Envision* General Plan.

Agenda Item 4 – Concluding Remarks by Task Force Members

Each Task Force member will be provided an opportunity to make closing comments on the Envision Task Force process and their individual experience, and to highlight aspects of the Final Draft *Envision San José 2040* General Plan of particular interest for their formal recommendation on the Draft Envision Plan. Community members will have a similar opportunity as part of Agenda Item 5. Task Force members are encouraged to consider or prepare comments in advance of the meeting.

Agenda Item 5 – Public Comment

Members of the community will be provided with an opportunity to address the Task Force and provide input on the Agenda discussion items, and provide any comments on their individual experience with the Envision process or to note any aspects of the Final Draft Envision Plan which are important to them.

Agenda Item 6 – Task Force Recommendations and Voting

Task Force members will be asked to make their formal recommendations on the Final Draft Envision Plan and Land Use/Transportation Diagram prior to scheduled Planning Commission (September 28, 2011) and City Council (October 25, 2011) hearings.

Agenda Item 7 – Task Force Signatures on Envision Document

In appreciation for the Task Force members work on the Envision Plan, and to celebrate the wide range of stakeholder groups represented on the Task Force, all Task Force members will be invited to sign a “cover page” to be included in the Final Envision Plan document. Task Force members may also choose to write signatures and/or comments in the hard copy Draft Envision Plan documents (Draft #8) which will be distributed to members at the meeting.

Reading / Resource Materials

Reading and Resource Materials for this Task Force meeting include:

- Agenda Item 3: Initial “Pipeline Projects” List
- Agenda Item 6: Envision Plan Final Draft #8 (with Appendices)
- Agenda Item 6: Envision Plan Final Draft Land Use/Transportation Diagram

Task Force / Public Correspondence

The packet includes two items of public correspondence. Davide Vieira submitted a letter to thank the Task Force for incorporating the Five Wounds Village Plan into the Envision process. Robert Strain submitted a letter in support of the Envision process and how the Draft Plan addresses clean energy.

Announcements

Included in the packet materials is an evaluation of the quality of staff work for the Envision Task Force process. Staff asks that Task Force members please complete and return these evaluation sheets by the end of the September 12th Task Force meeting. Input from the Task Force members is very important to help inform continuous improvement for future committee and task force efforts!

Staff and Task Force members will have an opportunity to provide additional announcements.

Next Task Force Meeting

Congratulations! This now concludes the formal Envision Task Force Meeting process and thanks are due to all members of the Envision Task Force and the many members of the community who participated during the four year process at fifty (plus 1) Task Force meetings. The Envision San José 2040 General Plan will reflect the outstanding efforts, hard work and input from all participants.

Next Envision Meetings/Actions

Planning Commission Study Session—Wednesday, September 14, 2011, 6:30 p.m.

Planning Commission Hearing—Wednesday, September 28, 2011, 6:30 p.m.

City Council Study Session (tentative)—Monday, October 17, 2011, 1:30 p.m.

City Council Hearing—Tuesday, October 25, 2011, 7:00 p.m.

If you have any questions, please contact either myself or Susan Walton. I can be reached by phone at (408) 535-7893 or by email at: andrew.crabtree@sanjoseca.gov. Susan can be reached by phone at (408) 535-7847 or by email at: susan.walton@sanjoseca.gov.

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Envision San José 2040